— Pedestrian Safety Improvements —
Developing a Proposal

This guide will be your reference for preparing a proposal. The Engineering Department will assist with many topics to help you formulate a request for pedestrian safety improvements.

The process of formulating a request for construction of pedestrian improvements typically goes through several levels of review.

1. Proposal – Application must be submitted by an organization, association or district and:

   a. Define the need

   b. Include preliminary maps and schematics

   c. Describe how proposal fits either existing pedestrian systems or provides connections to community amenities

   d. Determine the project funding and future maintenance responsibilities.

   Engineering will work with the applicant through the review process in the following order below toward completion of the proposal.

2. Feasibility Study – Evaluates current pedestrian uses, safety issues, and possible solutions.

3. Design Factors – Alignment and layout logistics are evaluated to fit without encroachments, adverse effects upon drainage and roadways, and meet established safety standards. The applicant may need to retain an Engineer if funding is requested / approved and technical designs are deemed necessary.

4. Final Considerations – Standard construction practices, permits, agreements, timing.

Although an applicant will be involved in all levels, the primary responsibility for an applicant will be to formulate and focus on preparation of the proposal for pedestrian improvements.

<u>Preparation of a Proposal</u>:

- ☐ A proposal states the need for improvements
- ☐ Maps identify the vicinity, the area and alignment – right of way requirements may need evaluation
- ☐ Evidence supporting the need, pedestrian patterns, connection to existing trail system or community amenities. You may wish to confer with ECO Trails, Kevin Sharkey, Trails Manager, 970 328-3523.
- ☐ Describe the improvements envisioned – the type of construction
- ☐ Estimate of the cost, amount provided by the applicant, any contributions from other sources - grants, school districts, businesses, and a matching amount requested from the County.
- ☐ Maintenance is the responsibility of the local community. A maintenance agreement is necessary.

A proposal will be judged on its merits that the proposed improvements will serve the benefit, safety and welfare of the people of Eagle County.

The following are some preliminary considerations a proposal might address in order to demonstrate improvements are warranted.

Determine the Need for Pedestrian Improvements:

- Is there a pedestrian problem? Is it real or perceived? Eagle County needs to understand the nature of current pedestrian uses, if pedestrian improvements are deemed warranted or crucial, to better derive an appropriate solution. Helpful Items to address are:

  - Identifying the need might include examples of frequent pedestrian travel (photographs are helpful), walking in vehicle lanes, petitions or testimonials from a significant number of users or property owners desiring a pedestrian way at a certain area. Are there accident reports, concerns or complaints?

  - Identify community enhancements a dedicated walkway would provide. For example, a route is often used to access community facilities, busses, events, schools or any facts or features of the improvements that may potentially improve traffic situations.

An application is reviewed for completeness by the Engineering Department. The completed application must be submitted by June 1st of any year for consideration of approval for the following year.

For a proposal involving cost sharing, the Engineering Department will notify the applicant of the status of the request at the time of budget approval for the ensuing year.

Final Considerations:

- Once an application is approved, if required, final construction drawings need to be prepared and submitted for Engineering review and approval.

- Public Improvements Agreement – the instrument which authorizes construction, defines responsibilities and establishes the warranty.

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